DEPARTMENT OF HIGHER EDUCATION HARYANA

Sponsored

NATIONAL WORKSHOP

ON

APPLICABILITY OF MS-EXCEL IN FINANCIAL MANAGEMENT

(2 November - 4 November, 2018)



Organised by

DEPARTMENT OF COMMERCE

Government PG College for Women

Rohtak, Haryana

(NAAC Accredited 'A' Grade Coilege)

Eligibility of the Participants:

Students pursuing any RG. course like M.Com. /MBA/M-Phil /Ph.D. (any stream) are eligible to attend the workshop.

Note: For integrated courses, students of $\mathcal T$ and $\mathcal G$ semester are allowed.

How to Apply:

Students can register themselves by clicking the under mentioned link: https://docs.google.com/forms/d/e/1fAtpQLSFSOZDishVeRD=GSLrbZIYSbRbq NIDLOFegsIVfzwmp0cflwAQ/viewform

For obtaining the Risk, students may whatsapp their request to us at 9896421676. Last date for miline registration: 30 October, 2018.

Registration Fee:

Registration fee - Rs. 100/- per participant (to be paid on 2 November, 2018). Total number of participants is restricted to 70 only.

Timings of Workshop:

Session will start sharp at 10:00 a.m. So, participants must reach by 9:30 a.m. Late entries will not be allowed.

Other bistructions

- Participants must bring their ID Cards issued by the institute/lietter from Head of the Institute.
- Participants are required to bring their own fully charged laptops with MS-Office installed therein.
- Only those participants will be awarded certificates who will attend all the sessions
 of the workshop.
- At the end, there will be a quiz and all the participants will be required to participate.
- For other queries, contact us at excelworkshop2018@amail.com

Partron

Mrs. Poonam Bhanwala

HES-I

Principal

Govt. P.G. College for Women, Rohtak

Advisory Board

Dr. Meenakshi Gupta

Dr. Sanjeev Kumar

Dr. Darshana

Principal

Professor

Associate Professor

Govt. College, Dubaldhan

Dept. of Commerce, MDU, Rohtak

Pt. N.R.S. Govt. College, Rohtak

Coordinator

Convener

Organising Secretary

Organising Committee

Dr. Sunita Arora

Ms. Dalip Kaur

Ms. Pooja Rani

Ms. Jyoti : 9802343410

Associate Professor

Contact: 9896421676

Assistant Professor

Assistant Professor

Ms. Sunisha Sehgal: 9034049021

Department of Commerce

Department of Commerce

Department of Commerce

Ms. Payal Saini : 8950623441

GPGCW, Rohtak

GPGCW, Rohtak

GPGCW, Rohtak

Contact: 8059082433

Contact: 8950290778

Programme Schedule of Workshop

Date	Session-1	Session-2	Lunch-Break	Session-3	Session-4
	10:00 - 11:15	11:30 - 12:45	12:45-1:45	1:45 - 3:00	3:15-4:30
02-Nov-2018	Basic Functions :Sort, Filters, Advanced Filters, Paste, Paste Special, Fill Series, Hide and Lock cells, Drop down lists, Look up family	Preparing Charts and tables , Pivot tables and charts		Formatting, Conditional formatting, Macros, Controls- Combo boxes & buttons, Naming formula	Data validation, Use of templates, add-ins, Calculation of Depreciation in Excel
03-Nov-2018	Applicability of What-if analysis & Goal seek in Financial Management	Financial Statement Analysis: Ratio Analysis, Performing Sensitivity Analysis & Scenario Analysis in Excel		Creating google forms and saving data in google sheet in Google drive & Mobile apps	Capital budgeting techniques Time value of cash flows, NPV calculation, Calculation of IRR with equal and unequal cashflows
04-Nov-2018	Cost of Capital: CAPM, Arbitrage Pricing Model	Valuation of Bonds and Shares, Calculation of Portfolio risk & returns in Excel		Developing a Financial Model	Quiz and Valediction

Note: All the topics will be covered theoretically as well as practically with MS-Excel.

List of Organising Committee

ANNEXURE-C

Patron

Mrs. Poonam Bhanwala HES-I Principal

Govt. P.G. College for Women, Rohtak

Advisory Board

Dr. Meenakshi Gupta

Principal Govt. College Dubaldhan

Coordinator

Dr. Sunita Arora Associate Professor Department of Commerce GPGCW, Rohtak Contact no. 9896421676 Dr. Sanjeev Kumar

Professor Associate Professor

Department of Commerce Pt. N.R.S. Govt. College

MDU, Rohtak Rohtak

Convener

Ms. Dalip Kaur Assistant Professor Department of Commerce

GPGCW, Rohtak Contact no. 8059082433

Organising Secretary

Dr. Darshana

Ms. Pooja Rani Assistant Professor

Department of Commerce

GPGCW, Rohtak

Contact no. 8950290778

Organising Committee

 Ms. Jyoti Rani
 9802343410

 Ms. Sunisha Sehgal
 9034049021

 Ms. Payal Saini
 8950623441

APPLICABILITY OF MS-EXCEL IN FINANCIAL MANAGEMENT

It is literally impossible to enumerate all the possible applications Ms- Excel carries in commercial world. It can perform tasks ranging from the routine maintenance of financial statements to multivariate regression analysis to Monte Carlo simulations of various hedging strategies. It is not only useful for financial analysis, but for any type of quantitative analysis, whether our specialty is in marketing, management, engineering, statistics, or economics. With Excel, it is fairly a simple matter to build a spreadsheet to monitor our investment portfolio, do retirement planning, experiment with various mortgage options when buying a house, keep a mailing list, etc. The possibilities are, literally, endless. The more comfortable we become with the spreadsheet, the more valuable uses we will find. In light of all such importance, it becomes a necessity to be aware of applying theoretical concepts of financial management through MS-Excel which this workshop aims at.

The main motive of organising this workshop is to provide students a platform to learn and develop the skills of using Ms-Excel to solve the problems encountered in the area of financial management.

Eligibility of the Participants:

Students pursuing any P.G. course like M.Com. /M.B.A./M.Phil /Ph.D. (any stream) are eligible to attend the workshop.

Note: Students of 7th and 9th semester of integrated courses are also allowed.

How to Apply:

Students can register themselves by clicking the under mentioned link:

 $\frac{https://docs.google.com/forms/d/e/1FAIpQLSf5O2DbhVdkDFG5LrbZIY5bK6qNi0LOFdgulVlzwmp\\0x9kvAQ/viewform?usp=sf_link}{}$

Last date for online registration: 30 October 2018.

Registration Fee:

Registration fee for the participants will be ₹100/- to be paid on 2 November, 2018.

Total number of participants is restricted to 70 only.

Timings of Workshop:

Session will start at 10:00 a.m. sharp, so participants must reach by 9.30 a.m. Late entries will not be allowed.

Other Instructions:

- Participants must bring their ID Cards issued by the Institute / letter from Head of the Institute.
- Participants are required to bring their own fully charged laptops with MS-Office installed therein.
- Only those participants will be awarded certificates who will attend all the sessions of the workshop.
- At the end, there will be a quiz and all the participants will be required to participate.
- For other queries, contact us at excelworkshop2018@gmail.com.

List of Resource Persons

The list of resource persons invited for National Workshop to be organised from 2 November to 4 November 2018 by Department of Commerce, Govt. PG College for Women, Rohtak is as follows:

Dr. Neeraj Kaushik Associate Professor

Department of Business Administration

NIT, Kurukshetra

Dr. Parmila Assistant Professor

Department of Commerce

Kanya Mahavidyala, Kharkhoda

Dr. Ishani Assistant Professor

Department of Commerce BPS Mahila Vishwavidyalaya Khanpur Kalan, Sonepat

Dr. Vandana Dangi Assistant Professor

Department of Commerc

Ch. Dheerpal Govt. College, Badli

Dr. Asha Chawla Associate Professor

Department of Commerce GVM Girls College, Sonepat

Dr. Sanjeev Kumar Professor

Department of Commerce

MDU, Rohtak

Dr. Ashish Kumar Manchanda Assistant Professor

GGS Indraprastha University

Delhi

Dr. Ramani Swarna Associate Professor

Miranda House Delhi University

Dr. Satpal Wadhwa Retired Associate Professor

Department of Commerce

Govt. PG College for Women, Rohtak

Department of Commerce

Details of Activities performed by the Department for Advancement of Students:

=) 3-Days National Workshop, (from 2 Nov to 4 Nov,
2018) on "Applicability of MS-Excel in
financial Management" for PG students,
M. Pinil 4 Ph.D scholars. No. of participants
Were 75.

Wars 75.

Enclosures;

1. Brochure of workshop (Pg1-2) 2. List of participants (Pg3-6)

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DEPARTMENT OF HIGHER EDUCATION HARYANA

Sponsored

NATIONAL WORKSHOP

ON

LEARNING THROUGH CASE STUDY METHOD

(17 FEBRUARY - 19 FEBRUARY 2019)



Organised by

DEPARTMENT OF COMMERCE

Government PG College for Women

Rohtak, Haryana

(NAAC Accredited 'A' Grade College)

Eligibility of the Participants:

 Academicians, Industry Personnel and Research Scholars are eligible to attend the workshop.

How to Apply:

- $\ensuremath{\blacklozenge}$ Interested Candidates can register themselves by clicking the under mentioned link :
- https://docs.google.com/forms/d/e/1FAIpQLScd8H_jvrRp_qrK_2REePfaqPsjAVLVHhwk1a2--ZWunClAyQ/viewform
- For Obtaining the link, candidates may whatsapp their request to us at 9729615319 or 8307210239
- Last date for online registration: 15 February 2019.

Registration Fee:

- Registration fee Rs. 200/- per participant (to be paid on 17 February 2019)
- Total number of participants is restricted to 80 only.

General Instructions :

- Session will start sharp at 10:00 a.m. So, participants must reach by 9.30 a.m.
 Late entries will not be allowed.
- Only those participants will be awarded certificates who will attend all the sessions of the workshop.
- For other queries, contact us at <u>commdeptgcwr@gmail.com</u>

Patron

Mrs. Poonam Bhanwala

HES-I

Principal

Govt. PG College for Women, Rohtak

Advisory Board

Prof. Narender Kumar Dr. Saroj Gulati Dr. Sunita Arora Dr. Sumegh

Dean, Academic Affairs Associate Professor (Retd.) Associate Professor Assistant Professor

IGU, Meerpur (Rewari) GPGCW, Rohtak Department of Commerce (IHTM), MDU,

GPGCW, Rohtak Rohtak

Coordinator Convener Organising Secretary Organising Committee

Ms. Mamta RangaMs. Pooja RaniMs. SavitaDr. Deepika: 8708536092Assistant ProfessorAssistant ProfessorAssistant ProfessorMs. Preeti Bansal: 8307210239

Department of Commerce Department of Commerce Department of Commerce Ms. Dalip Kaur : 8059082433

GPGCW, Rohtak GP

Mr. Deepak : 9729695780

Programme Schedule of Workshop

Date	Session-1	Session-2	Lunch-Break	Session-3	Session-4
	10:00 - 11:15	11:30 - 12:45	12:45-1:45	1:45 - 3:00	3:15-4:30
17-Feb-2019	Discussion on Marketing Research Concepts	Case study on Marketing Research		Discussion on Data Source	Data Source through case study
18-Feb-2019	Discussion on on General Management Concepts	Case study on General Management		Discussion on Service Marketing Concepts	Case study on Service Marketing
19-Feb-2019	Discussion on Finance Concepts	Case study on Finance		Discussion on HRM Concepts	Case study on HRM

REPORT ON NATIONAL WORKSHOP

A National Workshop was organised for faculty members, research scholars, industry personnel and post graduate students on 'Learning through Case Study Methods' by Department of Commerce, Government PG College for Women, Rohtak from February 17 to February 19, 2019. 95 participants from various institutions participated in the workshop. Workshop was inaugurated by Mrs. Poonam Bhanwala, Principal of the college. All the topics were covered by Resource Persons theoretically as well as through case study. Written feedback from participants was seeked. Participants assigned on an average very good to Contents, Arrangements and Resource Persons. Chief Guest on Valediction was Dr. Sunita Singh, Associate Professor (Retd.), Department of Commerce, Government PG College for Women, Rohtak.

Mamta Ranga

(Coordinator of Workshop)

Assistant Professor

Department of Commerce

Govt. PG College for Women, Rohtak

Principal
Govt. PG College for Women, Rohtak



कार्यशाला में बताया केस स्टडी का महत्व

रोहतक। राजकीय महिला महाविद्यालय में मंगलवार को तीन दिवसीय कार्यशाला का समापन हुआ। सुबह के सत्र में मुख्य वक्ता फरीदाबाद से डॉ. आशुतोष रहे। उन्होंने केस रिपोर्ट लिखने का तरीका समझाया और साथ ही कुछ वेबसाइट के बारे में भी बताया। इसके माध्यम से प्रबंधन के क्षेत्र में केस स्टडी डाउनलोड की जा सकती है। शाम के सत्र में डॉ. दलीप सिंह ने स्टडी में केस स्टडी मैथड का महत्व बताया। रिसोंस पर्सन डॉ. सरोज गुलाटी ने केस स्टडी मैथड से किसी परिस्थित और समस्या को समाधान करना बताया। प्रतिभागियों को प्रमाण-पत्र वितरित करके कार्यशाला का समापन किया गया। इस मौके पर डॉ. सुनीता अरोड़ा व डॉ. सुनीता सिंह मौजूद रही।

महिला कॉलेज में जनरल मैनेजमेंट की दी जानकारी

रोहतक राजकीय स्नातकोत्तर महिला महाविद्यालय में वाणिज्य विभाग में कार्यशाला शुरू हुई। इसमें लर्निंग थ्रो केस एंड स्टडी मैथेड और जनरल मैनेजमेंट विषय के बारे में बताया गया। डॉ. निमता राजपूत ने कहा कि सेप-लेप फ्रेम वर्क का अध्ययन करके हम किसी भी विषय के केस का समाधान कर सकते हैं। डॉ. संदीप मलिक ने विचार रखे। विभागाध्यक्ष डॉ. सुनीता अरोड़ा मौजूद रही।

List of Resource Persons

The list of resource persons invited for National Workshop to be organised from 17 February to 19 February 2019 by Department of Commerce, Govt. PG College for Women, Rohtak is as follows:

Dr. Rudra Rameshwar Professor

Thapar Institute of Engineering & Technology

Patiala (Punjab)

Dr. Shafali Nagpal Director, UGC -Academic Staff College

B.P.S. Mahila Visshwavidyalaya

Khanpur Kalan, (Sonipat)

Dr. Namita Rajput Principal (OSD)

Sri Aurbindo College (Evening)

University of Delhi

Dr. Sandeep Malik Assistant Professor

Institute of Hotel & Tourism Management

MDU, Rohtak

Dr. Ashutosh Nigam Professor and Chairperson

J C Bose University of Science and Technology

YMCA Faridabad

Prof. (Dr.) Daleep Singh Retired Pro VC

SGT University

Gurugram

Dr. Saroj Gulati Associate Professor (Retd.)

Govt. PG College for Women

Rohtak







SIGNATURE LIST OF PARTICIPANTS

Sr. No	Salutation	Name	Gender	Designation/ Position	OF PARTICI Organisation/ Institution/Department		Signature	
7						17.02.2019	18.02.2019	19.02.2019
√ 1	Ms.	Pooja Rani	Female	Assistant Professor	Government PG Collage for women, Rohtak	fred	fjå	fja
2	M	Dalip		Assistant	GPGCW,	0.8	Cold	and
4	Ms.	Kaur	Female	Professor	Rohtak	Dais	Daig	Das
3	Ms.	Maninder Kaur Walia	Female	Research Scholar	Department of commerce, M.D University,Roht ak	Marinder	Maninder	Jaminder ,
4	Ms.	JYOTI	Female	Research Scholar	Department of commerce, MDU Rohtak	Tyoti	Tyoti	Tyoti
5	Ms.	Savita	Female	Assistant Professor	Govt PG college for Women, Rohtak	Famb	Band	Baule
6	Ms.	Saakshi Singhal	Female	Research Scholar	Department of commerce,MD U,Rohtak	Louisen.	Donel's	Jackstin .
7	Mr.	Deepak Kumar Chachc	Male	Lecturer on Extension basis	Govt P. G College for Women Rohtak	John	9.6	The last
8	Dr.	Dr. Sonia	Female	Assistant Professor	Department of Commerce, GPGCW, Rohtak	Janea	Come	Sand .
19	Ms.	Tripti	Female	Teaching Talley	NIIT ROHTAK	TRIPT'	-1819TT	TRIFT
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0		Prachi	E1	Assistant	, Sector 1,			- X
10	Ms.	Goyal	Female	Professor	Panchkula	0-1-50	O- incal	2
• 11	Mr.	Prince	Male	Research student	NA (Chitkara	Prince \	Chithan
	3	Reeti		Assistant	Government			
V12.	Dr.) -	Gupta	Female	Professor	College Israna			•

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